



# ***Dodington Parish Council***

**DRAFT MINUTES** of the Meeting of the **Community Leisure & Environment Committee** held the Council Chambers adjacent to Dodington Parish Hall on **Monday 3<sup>rd</sup> February** at **7.30pm**.

**PRESENT:** Councillors Richard Evans, Louise Harris, Adrian Hutton, Paul Hulbert, Sandra Jee, Laura Pearson Tong, Jean Thomas, Karl Tomasin and Chris Zapata.

Also present: Hannah Saunders – Clerk to the Council – Clerking the Meeting and 3 Members of Public

## **1. Apologies for absence and request for approval**

Apologies for absence were received from Cllrs Oliver Lodge, Sarah Hurley, Christine Howard, and David Fitt.

## **2. Declarations of Interests Under Localism Act 2011 and Requests for Dispensations**

Cllrs Paul Hulbert and Adrian Hutton won't discuss item 12 (Swift Sports) if a decision is required.

## **3. Parishioners Questions**

There were 3 members of public representing Junior Park Run present – who wanted to give members more information about the organization – and what an event looks like and how they have come to decision that QEII Playing Fields are the best option locally for such a regular event.

All adult Park Runs take place on a Saturday – and course is 5k. Junior Park runs are 2k and take place at 9am on a Sunday. It is for children aged 4 – 14 years old. It doesn't attract such high numbers as adult park run – but is growing in popularity.

Cllr Paul Hulbert asked what the gender mix / ratio was – as the council are trying to encourage more female participation. This is approx. 55% Female and 45% Male.

Cllr Louise Harris commented that her grand children regularly attended event in Hampshire – and she feels it is a great opportunity for Yate.

Cllr Laura Pearson Tong reminded them that Dodington Parish Council run a grant scheme to support such events – so to get in touch (if they haven't already) and asked that they think about working with other local organisations and community groups.

Andy explained that when he was race director for the Adult Park Run at Chipping Sodbury – he had facilitated several 'Take Over' mornings with different groups such as Police, Scouts etc and these worked really well – so definitely something that they will be looking to do going forward with Junior Park Run.

There were no further questions – so they were thanked for attending and Chair pulled Item 5 forward for members to discuss.

#### **4. Junior Park Run**

Following information presented to council it was proposed by Cllr Paul Hulbert and seconded by Cllr Adrian Hutton and unanimously RESOLVED to grant Junior Park Run permission to use QEII Playing Fields on a Sunday morning from 8:15 – 8:30am – 10am. Members felt it was an exciting opportunity – and thanked the representatives for attending meeting.

*3 members of public left meeting thanking councillors for their time and agreeing use of QEII*

#### **5. Approval of Minutes and matters arising from the previous meeting on 25<sup>th</sup> November 2024**

It was **RESOLVED** that the minutes, as printed and circulated, be confirmed as a true record. Cllr Chris Zapata signed a copy of the minutes.

Matters arising – not covered off during course of agenda: -

- Clerk confirmed that contractor – CPS had completed works at Lilliput Park – Prairie Bed
- Clerk confirmed no further updates re land adjacent to Shireway Community Centre
- Clerk hasn't had time to look at brief or progress quotes for pathways at Lilliput over last month.

#### **6. QEII – Kelston Close**

Clerk updated members regarding tender for circular footpath, it is live until 14<sup>th</sup> February 2025. Following that date Clerk and Project Officer will look at submissions – and see if need to go back to any companies with questions before drawing up a short list to present to members for decision.

There has been a significant amount of interest – if you look online at Contracts Finder – you can see that the opportunity has been viewed over 700 times!

The last couple of weeks Clerk and Project Officer have had meetings with prospective companies. We have also had to field away some consultants that feel they can run project for us. The aim is to bring to Full Council in March.

Clerk informed members that the existing goal posts at QEII were reaching end of life, and given work above that was to be carried out over summer – it seemed opportune time to replace goal posts. Clerk confirmed what was in the budget 24 – 25 and 25 – 26 and it was unanimously RESOLVED that new (or nearly new if available) goal posts be purchased.

#### **7. Grounds Maintenance Tender**

The tender for Grounds Maintenance is live until 20<sup>th</sup> February 2025. Clerk has had several meetings with contractors – interested in quoting.

Currently there are 3 different contractors that carry out works across the parish – and Clerk anticipates that there will still be several different contractors as work is so varied and the larger companies can't / don't want the smaller parts of contract and vice versa the smaller companies don't have capacity for larger areas.

Information has been viewed on contract finder a number of times.

Clerk confirmed that section 8 of the tender – Ad Hoc areas around the parish – were being properly mapped – as there had been issues with some sites over the last 12 – 18 months. Following a meeting with current contractor – Clerk confirmed that all sites that had been missed have now been tended to – and are no longer overgrown. This was carried out in contractors' own time and standard

## **8. Car Park / Shops at Heron Way**

Clerk had forwarded photo's of planting outside Heron Way Shops that Culverhill DofE students had worked on with Cllr Jean Thomas and Estates Officer. It was noted that this was 'work in progress' as wanted to see how far money (a grant of £2k was received from SGC) went. To date just under £500 has been spent – as such it is proposed to repeat exercise and get 2 more large planters made up and a smaller one – and then have some monies left for replanting over next couple of years.

Cllr Jean Thomas said that owners of shops were really pleased and have offered to water when required.

Students really enjoyed being part of this project – and feeling that they were making a difference.

Regarding car park – weekly checks and nearly daily litter picks are being carried out. It was noted that during periods of heavy rain – the drains outside the entrance to the Co-op store don't seem to be able to cope?? There was also question regarding deliveries – and the lorries driving over verge. Clerk will speak with manager.

In the meantime Clerk reported that the developer has now appointed a management company to oversee car park and site. Clerk to arrange a meeting with them as soon as possible (even if this is a remote meeting).

## **9. Wapley Bushes**

Cllr Paul Hulbert updated members following recent Conservation Group Committee Meeting – and details of proposed work mornings, walks and projects can be found in Appendix 1 attached to these minutes.

Clerk informed members that Estates Officer and Project Officer were going to spend some time up at Wapley later in week – establishing how much Ash Dieback work there is to do later this year. The felling license will be out of date in October – so will need to reapply – or apply for an extension. One of the small broad leaf lime tree's that has been vandalized is going to be transplanted (into hedge) and replaced – and officers need to follow up on a memorial tree and bench that local parishioners are keen to see planted / installed.

## **10. Play Area's & POS**

Members had reviewed the Summary of Findings report – that had been produced following ROSPA play inspections in November 2024. They are pleased that there's nothing urgent to carry out and noted that work to the aerial run way had already been done.

Clerk informed members that new Ground Staff member – had completed ROSPA inspection training course – and would be attending the second part regarding repairs in April and that he was taking a keen interest in maintenance of equipment – and trying to clean up / get rid of the moss on wet pour.

## **11. Allotment Association**

Cllr Richard Evans – Chair of Allotment Association reported that it is a quiet time of year – but since Christmas – he and fellow committee members have been working on:-

- Putting together letter to SGC regarding compensation they are seeking for water leak last year (approx. £400 out of pocket) and the leak was down to some work that SGC carried out in March 2024.
- Sorting out one of the combination gate locks which has failed again.
- Hedge cutting on Site 1 is being undertaken.

*Cllrs P Hulbert and A Hutton – didn't take part in discussion.*

## **12. Swift Sports Christmas Party**

Members noted the report that Swift Sports Coaching Ltd had produced following the Christmas Party held on 23<sup>rd</sup> December 2024 in Parish Hall. They agreed it seemed to have been a success given the last-minute nature of the arrangement and also that parents were asked to contribute £5 towards cost. They were intrigued by some of the schools that children attending party went to (as they weren't all in and around C Sodbury / Yate area) but the majority of children came from Raysfield and Abbotswood.

After due consideration it was agreed that would like to see what Swift Sports could offer for Christmas 2025 – and bring to a future meeting. They didn't feel it necessary to hold parties at other times of year (Easter, Halloween) as the Parish Council already offer a lot via way of Football Sessions and Summer Playscheme.

## **13. VE 80 Celebrations – 8<sup>th</sup> May**

After due consideration it was agreed that D-Day 80 event was well received and fitting – so given that council didn't have access to Beacon this year for VE 80 something similar to D-Day 80 be facilitated.

It was agreed that this should take place at the memorial garden at QEII Playing Fields – and perhaps refreshments should be offered.

The lamp will be lit again – and local groups to get involved with reading of the tribute.

A suggestion was made that the theme (as well as what outlined) should include something looking forward – hope for future – as this is what the VE Day celebrations in 1945 were all about.

A working group will sort out finer details – and it was agreed that Cllrs Laura Pearson Tong, Richard Evans, Sandra Jee and Chris Zapata would sit on this group.

## **14. Finance Matters**

Members reviewed CL&E Budget YTD and EMR funds – confirmed all in order at end of January 2025 Month 10 with 77% of budget having been spent ytd– therefore on target and no concerns.

## **15. Items to Report**

Cllr Laura Pearson Tong brought forward a couple of matters for future agenda's...these being the Planning Policy White Paper that has / is due to be published and the consultation that DEFRA are launching regarding Land Use Framework.

Cllr Louise Harris updated members on recent cabinet meeting that was looking at Local Plan (next steps) and Council Budget. There will be a special council meeting on 12<sup>th</sup> February 2025 to approve the next steps of Local Plan.

Cllr Paul Hulbert has been contacted by residents of Merlin Way regarding the Wildflower Meadow adjacent to their property and the possibility of planting some trees alongside it. Louise said she would see if SGC still had any funding for fruit trees.

Cllr Karl Tomasin reported that he had visited Paul's Place current premises in Coalpit Heath (with Yate TC hat on) and had seen the plans that they have for site at Shireway. He agreed that they were impressive and said that board members at Paul's Place had spoken highly about recent interaction with ward councillors – who are going to be granting some Member Awarded Funds to the new project.

Cllr Jean Thomas was pleased to see that following cutting of hedges on Scot Way / Merlin Way SGC had been out replanting.

Clerk reminded members that Bristol Energy Co-operative would be attending Planning & Transport Committee Meeting the following week.

Clerk confirmed that official invitations had been sent out for the opening on 28<sup>th</sup> February and replies were coming back (working group meeting scheduled for next Monday).

New cleaner started today.

A poster advertising Annual Parish Meeting in April was circulated – members would like to see different image on poster as not convinced by draft.

Clerk confirmed that officers are working on Newsletter – so if members want anything in particular included – please contact the office.

The next meeting for the Community Leisure & Environment Committee Monday 10<sup>th</sup> March 2025 (Council Chamber) – starting at 7:30pm.

As there was no further business – the meeting was closed at 8.50pm with Chair thanking everyone for their time. Chair also thanked Clerk for additional notes sent out with agenda – which had aided the meeting and enabled it to finish ahead of time.

Signed ..... Committee Chair

Date ..... 10<sup>th</sup> March 2025

## **APPENDIX 1**

### **Wapley Bushes Conservation Group report 2 February 2025**

#### **Awards**

Excellent feedback from all our 2024 awards – Green Flag Community Award, South West In Bloom It's Your Neighbourhood Award, Bees' Needs Champions Award.

Green Flag and In Bloom 2025 applied for, waiting for Bees' Needs 2025 to open.

#### **Work Mornings**

Sun Feb 16 10.00 am

Wapley planting morning – WILL NOT need ground clearance beforehand

Sat Mar 15 10.00 am

Wapley planting morning – WILL need ground clearance beforehand

Sat 5 Apr 10.00 am

Goose Green work morning – formerly AWT Southwold Group responsibility

Sun 11 May 10.00 am

Wapley work morning – spring clean etc

Sat 5 July 10.00 am

Wapley work morning – deep clean and cutting back along paths

#### **Walks**

Sun 13 April 10.00 am

Spring Bird walk

Sat 28 June 10.00 am

Summer Bird Walk

September date TBC

Bat ramble – borrow South Glos bat detectors

#### **Projects**

New notice boards - with Chris Belcher, awaiting installation  
(likewise Dodington PC's accessible picnic bench)

New edition of Five Year Management Plan – contacting Rupert Higgins of Wessex Ecological Consultancy

Revised Nature Reserve leaflet – checking remaining stocks of current leaflet. Will be a major redesign.

Supporting Culverhill School ecological activities (dead hedging nearly complete)

Replacement Shire Way entrance carvings – to be investigated